

## CLIFFORD NEIGHBOURHOOD PLAN COMMUNITY GROUP

Minutes of the Steering Group (Meeting 5) Thursday 25<sup>th</sup> May 2012 at 7-30 pm

Present:- Tony Blackmore, Jane Davies, Paul Leeming, Owen Milligan, Peter O'Brien. Part meeting by invitation John Carpenter and Steve Bonnelle.

ITEM 1 - Apologies for absence. Christine Evans.

ITEM 2 - Matters arising from minutes of (meeting 4) meeting held 3<sup>rd</sup> May 2012.

The minutes were approved as a true record.

Re Item 8B Meeting 3, contacts for St Johns and Martin House to be supplied to Mike Suggate re Community and Leisure Group.

ITEM 3 – Introduction letter for young person groups. This to be carried forward to meeting to be held 14<sup>th</sup> June 2012.

ITEM 4 – A report from the Capacity, Infrastructure and Services Group had been supplied. Whilst the content probably covered 60/70% of the scope it did not appear to have the wider view of the group and did not address the brief. It was agreed that Paul Leeming and Tony Blackmore should meet with the group at a date after the groups report meeting to be held 31<sup>st</sup> May.

ITEM 5 – Web site structure. This had now been established, the delay due to modifications being required to the structure of the Parish Council site. All NP data will be stored on the site with different levels of access.

ITEM 6 – Development of Project Plan and updating. It was decided to leave this until after the meeting with groups on 31<sup>st</sup> May. Initial topics to be covered would be :- information gathering, the plan structure and possible costs.

ITEM 7 – Reporting template. This was thought to be ideal for capturing action but not the status of the group. It was agreed that P O'Brien would modify ready for the meeting 31<sup>st</sup> May.

ITEM 8 – Meeting structure for 31<sup>st</sup> May. This was agreed and can be seen as the agenda for Meeting 6.

ITEM 9 – Heritage and Communication Groups jubilee event. John Carpenter and Steve Bonnelle outlined their proposals for the event. If they required any additional help they were to contact TB.

ITEM 10 – A.O.B.

The resignation of David Mills and replacement was discussed. It was suggested that the group leaders rotate as the replacement, this would aid communications, meet the Parish Councils requirement of more community members than councillors on the Steering Group. Tony Blackmore to confirm with the PC.

A request for the parish representatives on the Area Project Planning Board to offer acceptable development sites in their parishes was discussed. The PC had confirmed the stance taken by TB that it was not within the remit if individual

representatives or groups to accede to such requests. The meeting requested TB the matter up with Andrew Birkbeck.

ITEM 11 – Date of next meeting. This to be held 14<sup>th</sup> June 2012 at 7-30pm in the Parish Rooms St Edwards Church.